



OFFICE OF THE CITY CLERK

City Hall, 258 Main Street
Oneonta, NY 13820-2589

Phone: 607.432.6450
Fax: 607.433.3420
Internet Address:
www.oneonta.ny.us
E-Mail Address:
cityinfo@oneonta.ny.us

An application to take the **Plumbing or HVAC Examination** in compliance with Chapter 210 of the Code of the City of Oneonta, New York (Section 210.7).

The undersigned hereby makes application to take the Plumbing or HVAC Examination in the City of Oneonta, New York and agrees to comply with all the applicable sections of the Code of the City of Oneonta as indicated above and submits the following facts in support thereof.

Application Date: _____

APPLICANT INFORMATION

Name: _____ Date of Birth: _____

Address: _____

Phone-home: _____ Phone-work: _____ Phone-cell: _____

Email: _____ Fax: _____

TYPE OF EXAM APPLIED FOR (Applicants must submit proof of qualifications for the appropriate category as described on reverse)

_____ Master Plumber

_____ Residential Plumber

_____ HVAC Contractor

I understand that before I conduct any plumbing or HVAC business in the City of Oneonta, New York, I must take an examination as indicated above and agree to pay a non-refundable fee of \$50.00 when making application. I further understand and agree that if I pass the Plumbing or HVAC Examination, I must complete a license application for a Master Plumber, Residential Plumber or HVAC Contractor, provide the required proof of insurance and pay the fee of \$125.00 for the license.

_____ Date: _____
Signature of Applicant

FOR OFFICE USE ONLY:

Non-refundable Fee of \$50.00 accepted by Clerk's Office Initials: _____

APPROVED/DISAPPROVED by Examining Board of Plumbers on: _____



APPLICANT MUST PROVIDE PROOF THEY MEET THE REQUIREMENTS FOR THE LICENSE FOR WHICH THEY ARE APPLYING.

Requirements for a Master Plumber's Examination: Each applicant for examination for a master plumber's license must submit to the City Clerk proof of either:

- (a) At least four full years of full-time work experience, or the equivalent over a longer period of time, as a journeyman or apprentice plumber working under the supervision and control of a master plumber; or
- (b) At least two full years of full-time work experience, or the equivalent over a longer period of time, as a journeyman or apprentice plumber working under the supervision and control of a master plumber, and attendance at, and certification from, a school of plumbing training equal to or better than the State University at Delhi, N.Y., for at least two full years, with affidavits supporting such qualifications; or
- (c) Proof of at least four full years of full-time work experience, or the equivalent over a longer period of time, working independently as a plumber, not necessarily under the supervision and control of a master plumber, and attendance at, and certification from, a school of plumbing training equal to or better than the State University at Delhi, N.Y., for at least two full years, with affidavits supporting such qualifications; or
- (d) Proof of at least 10 full years of full-time work experience, or the equivalent over a longer period of time, working independently as a plumber, not necessarily under the supervision and control of a master plumber.

Requirements for a Residential Plumber's Examination: Each applicant for examination for a residential plumber's license must submit proof to the City Clerk of either:

- (a) At least two years of full-time work experience, or the equivalent over a longer period of time, as a journeyman or apprentice working under the supervision and control of a master plumber or residential plumber, and attendance at, and certification from, a school of plumbing training equal to or better than the State University at Delhi, N.Y., for at least one year; or
- (b) At least six years' full-time work experience, or the equivalent over a longer period of time, working independently as a plumber, not necessarily under the supervision and control of a master plumber; or
- (c) At least four years' full-time work experience, or the equivalent over a longer period of time, working independently as a plumber, not necessarily under the supervision and control of a master plumber, and attendance at and certification from, a school of plumbing training equal to or better than the State University at Delhi, N.Y., for at least one year, with affidavits supporting such qualifications.

Requirements for an HVAC Contractor's Examination: Each applicant for examination for a heating, ventilating and air conditioning license must submit proof to the City Clerk of:

- (a) at least two years' experience as a heating, ventilating and air conditioning mechanic; or
- (b) proof of at least one-year experience as above and attendance at a school of heating, ventilation and air-conditioning training; or
- (c) an equivalent combination of experience and education, with affidavits supporting such qualifications.

Required proof shall consist of signed, notarized or otherwise certified, verifiable documents attesting to each qualifying factor. Applicants shall provide names, addresses and telephone numbers of persons, businesses, or institutions capable of verifying the integrity of said documents. A full year of full-time work shall consist of not less than 1,500 hours of work.